



"People
helping people
help
themselves"

MICHAEL R. PENCE., GOVERNOR
STATE OF INDIANA

Division of Aging

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To: All Indiana Nursing Facilities

From: Becky Koors 
Transitions Director, Division of Aging

Date: 8/20/15

RE: Dedicated email address: e450b and SADE questions/concerns

Many times, the Division of Aging (DA) receives multiple emails from the same nursing facility regarding the same issue which results in several DA staff researching and subsequently responding to the nursing facility. In an effort to improve response time between the nursing facilities and the DA and to provide the most efficient method of communication, we have established a dedicated email address, specifically for questions/concerns regarding the e450b and/or the SADE process. Therefore, when requesting information or assistance regarding the e450b and/or SADE process, effective immediately, please submit the request to DA via the following email address, DA.NFinforequest@fssa.in.gov. The Transitions Team will monitor the inbox on a daily basis and respond accordingly. Thank you in advance for utilizing this new option.

Also, as you are aware, an authorized e450b is available for download for up to thirty (30) days from DA's authorization. If for some reason, the nursing facility does not complete the download within those thirty (30) days or the download is interrupted / not completed, the nursing facility is then unable to re-download the authorized e450b without DA's intervention. Due to the high volume of requests for additional downloads, the e450b web page now contains the hyperlink to request the additional download. The following hyperlink, **NEW Request a duplicate Form 450B ONLINE**, is located just above the reference material section of the e450b webpage. Please follow the prompts to request the duplicate authorized e450b.

We hope the enhancements listed above will prove to be helpful tools for the nursing facilities and streamline DA's responses to the facilities.

Thank you again for your continued hard work and dedication in serving our nursing facility residents.

Cc: Nursing facility trade associations
Transitions Team, DA
Debbie Pierson, DA

